

*Office of the Select Board
Town of Orange, New Hampshire
Select Board Minutes of August 15, 2023*

Present: Aaron Allen, Betsy Coble, Catherine Souza (clerical)
Others: Dewey Mathis, Marcello Shelzi, Dave Stacy, Kathy Stacy
Absent: Tamara Fairbank

Meeting opened at 6:00 p.m. Attendance taken by the secretary.

Pledge of Allegiance

Minutes:

- Betsy Coble motioned to approve the minutes of the public meeting on August 1, 2023. Aaron Allen seconded. Motion passed 2/0/0.

Update on Highway Block Grant Aid:

- The Select Board reviewed a letter from the State of NH that notified the Town of Orange concerning the funds from the State Highway Block Grant Aid. A payment schedule was included for a total of \$44,891.33. The first payment of \$13,467.40 was received on July 1, 2023. The balance of payments are due in October 2023, January 2024 and April 2024.

Review State approval for Septic System:

- The Select Board reviewed a septic approval for 242 New Colony Rd. No concerns.

FEMA proposed flood determination letter:

- The Select Board reviewed a letter from FEMA concerning flood hazard determination for the Town of Orange and the National Flood Insurance Program. The Select Board will review and report back if further actions are required.

Update June-July 2023 Treasurer's report and Select Board Reconciliation:

- Document was reviewed by the Board and approved.
- There have been challenges for the Treasurer due to changing to QuickBooks online.

Other:

- *Roads status discussion with Road Agent (Marcello Shelzi):*
 - Town contracts with vendors to make road repairs versus other towns who have town equipment.
 - The rain has been more problematic this year for the road work.
 - Burnt Hill Road -Remacle is grading and adding additional gravel August 15-16 to address the concern.
 - Tuttle Hill erosion has been addressed near Gary Hamel's property.
 - Remacle is addressing other roads as well.

- *Status on recent Town Clerk delays*

- The Town Clerk has been behind on processing online registrations for the months of July and August. There have been several resident complaints.
- The NH State system for online registrations made a system change which the Town Clerk did not know about and did not catch. The outstanding online registrations were not immediately visible to the Town Clerk. After the complaints were received, the Town Clerk researched the issue and found the system change and the outstanding registrations.
- The Town Clerk has caught up all outstanding registrations during business hours and on her own time.
- The Town Clerk will ask the Assistant Town Clerk to help in the future.
- The Secretary to the Select Board Secretary will submit the bank deposits to the bank and mail any items during regular business hours.

Other Select Board business and action items:

- Any other business: None
- Action Items Completed:
 - Recommend a policy for use of the Town House
 - Post the Veterans credit limits, description of each category and instructions on the town website.
 - Contact Propane company and have the propane line on 2nd floor decommissioned.
- Action Items open:
 - Change locks and combinations: Exterior doors, SB office, TC office
 - Post all Town boards and committees approved minutes on Town website
 - Research and share outcome of snow removal question
 - ARPA Grafton Co funds: Septic project. Secure bids (in process)
 - ARPA Grafton Co funds: Bathroom renovation. Secure bids
 - Select Board to review assessor list for future discussion
 - Select Board to review next steps on ZBA terms for 2024 Town meeting
- Action Items New:
 - Final review and approval of Town House Use Policy

Secretary's report:

- Report on actions taken for the Historical Commission
- Cost review of NH Electric Corp Fiber internet and phone: Catherine presented the cost comparison of current phone/internet charges from Consolidated Communications and the costs provided by NH Electric Corporation for Fiber internet/phone. Further discussion to take place at the September 5th meeting.
- Monday September 4th is an upcoming holiday (Labor Day). Office will be open on Tuesday September 5th in place of the regular hours on Monday. Catherine to alert the town via town wide email.
- The office shredder has stopped working. Aaron Allen motion to approve the cost of a new shredder. Betsy Coble seconded. Motion passed 2/0/0.

Reports from Boards and Committees:

- *Cemetery trustees:* Nothing to report
- *Road Agent (Marcello Shelzi):*
 - Replacement signs and poles have been ordered – Marcello will install (Eastman Speed Sign, Cross Road post repair)
 - Marcello is in contact with Remacle on road repairs required.
 - Driveway removal for Dewey Mathis (54 Tuttle Hill Rd): Dewey notified the Road Agent and the Select Board that he will be removing one of the three driveways on his property. Due to the amount of road frontage on Tuttle Hill the property is allowed up to three driveways.
- *Planning Board:* nothing to report
- *Conservation Commission:* nothing to report

Public comment:

- Questions on handicap access to the bathroom: Aaron’s intent is to be in compliance with the FEMA Hazard Mitigation Plan. The change will require some building changes. More to come on future design plans.
- From Dewey Mathis: The Orange Harvest Festival for 2023 is October 8th at 54 Tuttle Hill Road from 10 AM until 3 PM. Anyone wishing to participate as a vendor or volunteer to help organize games/competitions please get in touch with Dewey at dewdomain@gmail.com. Just as last year, there will not be a fee for setting up a booth as a vendor, but we must be notified prior to the festival for planning purposes. Catherine will send a town wide email with the information.

Bills and vouchers were reviewed and signed.

Next Select Board meeting date confirmation: September 5th at 6pm.

Meeting adjourned at 6:53 p.m.

Tamara Fairbank, Chair

Aaron Allen

Betsy Coble